

ER-1-7007

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MEMORANDUM FOR: Assistant Director for Personnel

SUBJECT : Military Personnel Division Revolving Fund

1. Forwarded is a copy of a report of an inspection of the subject fund. It reveals that the fund has been improperly administered and that proper control has not been exercised.

2. It is requested that you investigate the operation of the fund and provide this office with a full explanation of all transactions not in strict accord with the original provisions which established the fund.

3. It is further requested that you prepare and, with the concurrence of the Comptroller, present for approval of the Deputy Director (Administration), a statement of purpose, standards and procedure for the operation and control of this fund.

15/
L. K. WHITE

Assistant Deputy Director
(Administration)

1 Attachment

cc: Auditor-in-Chief
Comptroller

SA/DDARSW:djm

1 Subject - mil Pers.
1 Chrono.

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No Change In Class.	☐
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